

TOWNSHIP OF BRANCH
Mason County, Michigan

FINANCIAL REPORT WITH
SUPPLEMENTARY INFORMATION

Year Ended March 31, 2008

Auditing Procedures Report

Issued under P.A. 2 of 1968, as amended and P.A. 71 of 1919, as amended.

Local Unit of Government Type <input type="checkbox"/> County <input type="checkbox"/> City <input checked="" type="checkbox"/> Twp <input type="checkbox"/> Village <input type="checkbox"/> Other		Local Unit Name Township of Branch	County Mason
Fiscal Year End March 31, 2008	Opinion Date July 30, 2008	Date Audit Report Submitted to State August 6, 2008	

We affirm that:


We are certified public accountants licensed to practice in Michigan.

We further affirm the following material, "no" responses have been disclosed in the financial statements, including the notes, or in the Management Letter (report of comments and recommendations).

- YES NO Check each applicable box below. (See instructions for further detail.)
- ☒ ☐ All required component units/funds/agencies of the local unit are included in the financial statements and/or disclosed in the reporting entity notes to the financial statements as necessary.
 - ☒ ☐ There are no accumulated deficits in one or more of this unit's unreserved fund balances/unrestricted net assets (P.A. 275 of 1980) or the local unit has not exceeded its budget for expenditures.
 - ☒ ☐ The local unit is in compliance with the Uniform Chart of Accounts issued by the Department of Treasury.
 - ☒ ☐ The local unit has adopted a budget for all required funds.
 - ☒ ☐ A public hearing on the budget was held in accordance with State statute.
 - ☒ ☐ The local unit has not violated the Municipal Finance Act, an order issued under the Emergency Municipal Loan Act, or other guidance as issued by the Local Audit and Finance Division.
 - ☒ ☐ The local unit has not been delinquent in distributing tax revenues that were collected for another taxing unit.
 - ☒ ☐ The local unit only holds deposits/investments that comply with statutory requirements.
 - ☒ ☐ The local unit has no illegal or unauthorized expenditures that came to our attention as defined in the *Bulletin for Audits of Local Units of Government in Michigan*, as revised (see Appendix H of Bulletin).
 - ☒ ☐ There are no indications of defalcation, fraud or embezzlement, which came to our attention during the course of our audit that have not been previously communicated to the Local Audit and Finance Division (LAFD). If there is such activity that has not been communicated, please submit a separate report under separate cover.
 - ☒ ☐ The local unit is free of repeated comments from previous years.
 - ☒ ☐ The audit opinion is UNQUALIFIED.
 - ☒ ☐ The local unit has complied with GASB 34 or GASB 34 as modified by MCGAA Statement #7 and other generally accepted accounting principles (GAAP).
 - ☒ ☐ The board or council approves all invoices prior to payment as required by charter or statute.
 - ☒ ☐ To our knowledge, bank reconciliations that were reviewed were performed timely.

If a local unit of government (authorities and commissions included) is operating within the boundaries of the audited entity and is not included in this or any other audit report, nor do they obtain a stand-alone audit, please enclose the name(s), address(es), and a description(s) of the authority and/or commission.

I, the undersigned, certify that this statement is complete and accurate in all respects.

We have enclosed the following:	Enclosed	Not Required (enter a brief justification)	
Financial Statements	<input checked="" type="checkbox"/>		
The letter of Comments and Recommendations	<input checked="" type="checkbox"/>		
Other (Describe)	<input type="checkbox"/>	N/A	
Certified Public Accountant (Firm Name) Campbell, Kusterer & Co., P.C.		Telephone Number 989-894-1040	
Street Address 512 N. Lincoln, Suite 100, P.O. Box 686		City Bay City	State MI
Authorizing CPA Signature 		Printed Name Mark J. Campbell	Zip 48707
		License Number 1101007803	

TOWNSHIP OF BRANCH
Mason County, Michigan

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CAMPBELL, KUSTERER & CO., P.C.

CERTIFIED PUBLIC ACCOUNTANTS

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BAY CITY, MICHIGAN 48707

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INDEPENDENT AUDITOR'S REPORT

July 30, 2008

To the Township Board
Township of Branch
Mason County, Michigan

We have audited the accompanying financial statements of the governmental activities and each major fund of Township of Branch, Mason County, Michigan as of and for the year ended March 31, 2008, which collectively comprise the Township's basic financial statements as listed in the table of contents. These financial statements are the responsibility of Township of Branch's management. Our responsibility is to express opinions on these financial statements based on our audit.

We conducted our audit in accordance with auditing standards generally accepted in the United States of America. Those standards require that we plan and perform the audit to obtain reasonable assurance about whether the financial statements are free of material misstatement. An audit includes examining, on a test basis, evidence supporting the amounts and disclosures in the financial statements. An audit also includes assessing the accounting principles used and significant estimates made by management, as well as evaluating the overall financial statement presentation. We believe that our audit provides a reasonable basis for our opinion.

In our opinion, the financial statements referred to above present fairly, in all material respects, the respective financial position of the governmental activities and each major fund of the Township of Branch, Mason County, Michigan as of March 31, 2008, and the respective changes in financial position thereof, for the year then ended in conformity with accounting principles generally accepted in the United States of America.

The Management's Discussion and Analysis and budgetary comparison information listed in the table of contents are not a required part of the basic financial statements but are supplementary information required by accounting principles generally accepted in the United States of America. We have applied certain limited procedures, which consisted principally of inquiries of management, regarding the methods of measurement and presentation of the required supplementary information. However, we did not audit the information and express no opinion on it.

Our audit was conducted for the purpose of forming an opinion on the Township's basic financial statements. The other supporting information described in the accompanying table of contents is presented for the purpose of additional analysis and is not a required part of the basic financial statements. Such information has been subjected to the auditing procedures applied by us in the audit of the basic financial statements and, in our opinion, it is fairly stated in all material respects in relation to the basic financial statements taken as a whole.

Campbell, Kusterer & Co., P.C.
CAMPBELL, KUSTERER & CO., P.C.
Certified Public Accountants

TOWNSHIP OF BRANCH
Mason County, Michigan

MANAGEMENT'S DISCUSSION AND ANALYSIS
For the year ended March 31, 2008

The Management's Discussion and Analysis report of the Township of Branch covers the Township's financial performance during the year ended March 31, 2008.

FINANCIAL HIGHLIGHTS

Our financial status remained stable over the last year. Net assets at March 31, 2008, totaled \$153,031.87 for governmental activities. Overall total capital assets remained the same.

Overall revenues were \$153,109.13. Governmental activities had a \$22,315.40 increase in net assets.

We did not incur any new debt.

OVERVIEW OF FINANCIAL STATEMENTS

This annual report consists of three parts, management's discussion and analysis, the basic financial statements and required supplementary information. The basic financial statements include two different kinds of statements that present different views of the Township and the notes to the financial statements.

The first two statements are entity-wide financial statements and provide both long and short-term information about our overall financial status. These statements present governmental activities.

The remaining statements are fund financial statements, which focus on individual parts of the Township in more detail.

The notes to the financial statements explain some of the information in the statements and provide more detailed data.

Required supplementary information further explains and supports the financial statement information with budgetary comparisons.

ENTITY-WIDE FINANCIAL STATEMENTS

The entity-wide statements report information about the Township as a whole using accounting methods used by private companies. The statement of net assets includes all of the Township's assets and liabilities. The statement of activities records all of the current year revenues and expenses regardless of when received or paid.

The two entity-wide statements report net assets and how they have changed. Net assets are the difference between the entity's assets and liabilities and this is one method to measure the entity's financial health or position.

Over time increases/decreases in the entity's net assets are an indicator of whether financial position is improving or deteriorating.

To assess overall health of the entity you may also have to consider additional factors such as tax base changes, facility conditions and personnel changes.

All of the activities of the Township are reported as governmental activities. This includes the General Fund and the Cemetery Perpetual Care Fund.

TOWNSHIP OF BRANCH
Mason County, Michigan

CONDENSED FINANCIAL INFORMATION
For the year ended March 31, 2008

	<u>Total</u> <u>Governmental</u> <u>Activities</u> <u>2008</u>
Current Assets	101 532
Capital Assets	<u>51 500</u>
Total Assets	<u>153 032</u>
Current Liabilities	-
Non-current Liabilities	<u>-</u>
Total Liabilities	<u>-</u>
Net Assets:	
Invested in Capital Assets	51 500
Restricted	8 503
Unrestricted	<u>93 029</u>
Total Net Assets	<u><u>153 032</u></u>

	<u>Total</u> <u>Governmental</u> <u>Activities</u> <u>2008</u>
Program Revenues:	
Fees and Charges for Services	22 226
General Revenues:	
Property Taxes	39 160
State Revenue Sharing	83 869
Interest	1 933
Miscellaneous	<u>5 922</u>
Total Revenues	<u>153 110</u>
Program Expenses:	
Legislative	15 991
General Government	57 833
Public Safety	10 328
Public Works	45 820
Recreation and Culture	<u>822</u>
Total Expenses	<u>130 794</u>
Increase in Net Assets	22 316
Net Assets, April 1	<u>130 716</u>
Net Assets, March 31	<u><u>153 032</u></u>

TOWNSHIP OF BRANCH
Mason County, Michigan

MANAGEMENT'S DISCUSSION AND ANALYSIS
For the year ended March 31, 2008

FUND FINANCIAL STATEMENTS

The fund financial statements provide more detailed information about the Township's funds, focusing on significant (major) funds not the Township as a whole. Funds are used to account for specific activities or funding sources. Some funds are required by law or bond covenants. The Township Board also may create them. Funds are established to account for funding and spending of specific financial resources and to show proper expenditures of those resources.

The Township has the following types of funds:

Governmental funds: All of the Township's activities are included in the governmental category. These funds are presented on the modified accrual basis, which is designed to show short-term financial information. You will note that the differences between the Township's entity-wide statements and the fund statements are disclosed in reconciling statements to explain the differences between them. The Township's governmental activities include the General Fund and the Cemetery Perpetual Care Fund.

FINANCIAL ANALYSIS OF THE TOWNSHIP AS A WHOLE

Our cash position in the governmental activities remains stable.

FINANCIAL ANALYSIS OF THE TOWNSHIP'S FUNDS

The General Fund pays for all of the Township's governmental services. The most significant are highways and streets which incurred expenses of \$43,878.67.

CAPITAL ASSET AND LONG-TERM DEBT ACTIVITY

The Township's governmental activities did not invest in capital assets this year.

The Township has no long-term debt at this time.

KNOWN FACTORS AFFECTING FUTURE OPERATIONS

The future of state revenue sharing is very clouded and it represents a significant portion of our income.

CONTACTING THE TOWNSHIP'S MANAGEMENT

This financial report is designed to provide our taxpayers, creditors, investors and customers with a general overview of the Townships finances and to demonstrate the Township's accountability for the revenues it receives. If you have any questions concerning this report please contact the Township Treasurer, Patricia Buckley (213) 462-3204 or the Township Clerk, Shirley Brayton (231) 757-3285.

TOWNSHIP OF BRANCH
Mason County, Michigan

GOVERNMENT-WIDE STATEMENT OF NET ASSETS
March 31, 2008

	<u>Governmental Activities</u>
ASSETS:	
CURRENT ASSETS:	
Cash in bank	95 339 54
Taxes receivable	<u>6 192 07</u>
Total Current Assets	<u>101 531 61</u>
NON-CURRENT ASSETS:	
Capital Assets	115 000 00
Less: Accumulated Depreciation	<u>(63 499 74)</u>
Total Non-current Assets	<u>51 500 26</u>
TOTAL ASSETS	<u><u>153 031 87</u></u>
LIABILITIES AND NET ASSETS:	
LIABILITIES:	
CURRENT LIABILITIES:	<u>-</u>
Total Current Liabilities	<u>-</u>
NON-CURRENT LIABILITIES	<u>-</u>
Total Non-current Liabilities	<u>-</u>
Total liabilities	<u>-</u>
NET ASSETS:	
Invested in Capital Assets, Net of Related Debt	51 500 26
Reserved for cemetery care	8 502 89
Unrestricted	<u>93 028 72</u>
Total Net Assets	<u>153 031 87</u>
TOTAL LIABILITIES AND NET ASSETS	<u><u>153 031 87</u></u>

The accompanying notes are an integral part of these financial statements.

TOWNSHIP OF BRANCH
Mason County, Michigan

GOVERNMENT-WIDE STATEMENT OF ACTIVITIES

Year ended March 31, 2008

	<u>Expenses</u>	<u>Program Revenue</u>	<u>Governmental Activities Net (Expense) Revenue and Changes in Net Assets</u>
FUNCTIONS/PROGRAMS		<u>Charges for Services</u>	
Governmental Activities:			
Legislative	15 991 45	-	(15 991 45)
General government	57 833 16	22 225 86	(35 607 30)
Public safety	10 327 99	-	(10 327 99)
Public works	45 819 44	-	(45 819 44)
Culture and recreation	821 69	-	(821 69)
Total Governmental Activities	<u>130 793 73</u>	<u>22 225 86</u>	<u>(108 567 87)</u>
General Revenues:			
Property taxes			39 160 36
State revenue sharing			83 868 65
Interest			1 932 52
Miscellaneous			<u>5 921 74</u>
Total General Revenues			<u>130 883 27</u>
Change in net assets			22 315 40
Net assets, beginning of year			<u>130 716 47</u>
Net Assets, End of Year			<u>153 031 87</u>

The accompanying notes are an integral part of these financial statements.

TOWNSHIP OF BRANCH
Mason County, Michigan

BALANCE SHEET – GOVERNMENTAL FUNDS

March 31, 2008

	<u>General</u>	<u>Other Funds (Cemetery Perpetual Care)</u>	<u>Total</u>
<u>Assets</u>			
Cash in bank	85 888 46	8 502 89	94 391 35
Taxes receivable	6 192 07	-	6 192 07
Due from other funds	<u>948 19</u>	<u>-</u>	<u>948 19</u>
Total Assets	<u>93 028 72</u>	<u>8 502 89</u>	<u>101 531 61</u>
<u>Liabilities and Fund Equity</u>			
Liabilities	<u>-</u>	<u>-</u>	<u>-</u>
Total liabilities	<u>-</u>	<u>-</u>	<u>-</u>
Fund equity:			
Fund balances:			
Reserved for cemetery care	-	8 502 89	8 502 89
Unreserved:			
Undesignated	<u>93 028 72</u>	<u>-</u>	<u>93 028 72</u>
Total fund equity	<u>93 028 72</u>	<u>8 502 89</u>	<u>101 531 61</u>
Total Liabilities and Fund Equity	<u>93 028 72</u>	<u>8 502 89</u>	<u>101 531 61</u>

The accompanying notes are an integral part of these financial statements.

TOWNSHIP OF BRANCH
Mason County, Michigan

RECONCILIATION OF BALANCE SHEET OF GOVERNMENTAL FUNDS
TO THE STATEMENT OF NET ASSETS
March 31, 2008

TOTAL FUND BALANCES – GOVERNMENTAL FUNDS	101 531 61
Amounts reported for governmental activities in the statement of net assets are different because –	
Capital assets used in governmental activities are not financial resources and therefore are not reported in the governmental funds balance sheet:	
Capital assets at cost	115 000 00
Accumulated depreciation	<u>(63 499 74)</u>
TOTAL NET ASSETS – GOVERNMENTAL ACTIVITIES	<u>153 031 87</u>

The accompanying notes are an integral part of these financial statements.

TOWNSHIP OF BRANCH
Mason County, Michigan

STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN FUNDS BALANCES-
GOVERNMENTAL FUNDS

Year ended March 31, 2008

	<u>General</u>	<u>Other Funds (Cemetery Perpetual Care)</u>	<u>Total</u>
Revenues:			
Property taxes	39 160 36	-	39 160 36
Licenses and permits	3 980 87	-	3 980 87
State revenue sharing	83 868 65	-	83 868 65
Charges for services – PTAF	16 994 99	-	16 994 99
Interest	1 555 03	377 49	1 932 52
Rent	1 250 00	-	1 250 00
Miscellaneous	5 921 74	-	5 921 74
Total revenues	<u>152 731 64</u>	<u>377 49</u>	<u>153 109 13</u>
Expenditures:			
Legislative:			
Township Board	15 991 45	-	15 991 45
General Government:			
Supervisor	6 711 60	-	6 711 60
Elections	1 303 50	-	1 303 50
Assessor	16 940 00	-	16 940 00
Clerk	7 016 23	-	7 016 23
Board of Review	1 495 80	-	1 495 80
Treasurer	15 621 55	-	15 621 55
Building and grounds	3 566 16	-	3 566 16
Cemetery	4 608 09	-	4 608 09
Public safety:			
Fire protection	10 327 99	-	10 327 99
Public works:			
Highways and streets	43 878 67	-	43 878 67
Street lighting	1 940 77	-	1 940 77
Culture and recreation:			
Recreation	541 69	-	541 69
Total expenditures	<u>129 943 50</u>	<u>-</u>	<u>129 943 50</u>
Excess (deficiency) of revenues over expenditures	22 788 14	377 49	23 165 63
Fund balances, April 1	<u>70 240 58</u>	<u>8 125 40</u>	<u>78 365 98</u>
Fund Balances, March 31	<u><u>93 028 72</u></u>	<u><u>8 502 89</u></u>	<u><u>101 531 61</u></u>

The accompanying notes are an integral part of these financial statements.

TOWNSHIP OF BRANCH
Mason County, Michigan

RECONCILIATION OF THE STATEMENT OF REVENUES, EXPENDITURES AND CHANGES IN
FUND BALANCES OF GOVERNMENTAL FUNDS TO THE STATEMENT OF ACTIVITIES

Year ended March 31, 2008

NET CHANGE IN FUND BALANCES – TOTAL GOVERNMENTAL FUNDS 23 165 63

Amounts reported for governmental activities in the Statement of Activities are different because:

Governmental funds report capital outlays as expenditures; in the Statement of Activities,
these costs are allocated over their estimated useful lives as depreciation

Depreciation Expense	(850 23)
Capital Outlay	<u>-</u>

CHANGE IN NET ASSETS OF GOVERNMENTAL ACTIVITIES 22 315 40

The accompanying notes are an integral part of these financial statements.

TOWNSHIP OF BRANCH
Mason County, Michigan

NOTES TO FINANCIAL STATEMENTS
March 31, 2008

Note 1 – Summary of Significant Accounting Policies

The accounting policies of the Township of Branch, Mason County, Michigan, conform to generally accepted accounting principles as applicable to governmental units.

Reporting Entity

The financial statements of the Township contain all the Township funds that are controlled by or dependent on the Township's executive or legislative branches.

The reporting entity is the Township of Branch. The Township is governed by an elected Township Board. As required by generally accepted accounting principles, these financial statements present the Township as the primary government.

Government-Wide and Fund Financial Statements

The government-wide financial statements, (the Statement of Net Assets and the Statement of Changes in Net Assets) report information on all of the non-fiduciary activities of the primary government. For the most part, the effect of interfund activity has been removed from these statements. Governmental activities, normally supported by taxes and intergovernmental revenues, are reported separately from business-type activities, which rely to a significant extent on fees and charges for support. All the Township's government-wide activities are considered governmental activities.

The Statement of Activities demonstrates the degree to which the direct expenses of a given function are offset by program revenues. Direct expenses are those that are clearly identifiable with a specific function. Program revenues include: (1) charges to customers or applicants who purchase, use or directly benefit from goods, services or privileges provided by a given function; and (2) grants and contributions that are restricted to meeting the operational or capital requirements of a particular function. Taxes, intergovernmental payments and other items not properly included among program revenues are reported as general revenue.

Major individual governmental funds are reported as separate columns in the fund financial statements.

Measurement Focus, Basis of Accounting and Financial Statement Presentation

The government-wide financial statements are reported using the economic resources measurement focus and the accrual basis of accounting. Revenue is recorded when earned and expenses are recorded when a liability is incurred, regardless of the timing of related cash flows. Property taxes are recognized as revenue in the year for which they are levied. Grants and similar items are recognized as revenue as soon as all eligibility requirements imposed by the provider have been met. When an expense is incurred for purposes for which both restricted and unrestricted net assets are available, restricted resources are applied first.

Governmental fund financial statements are reported using the current financial resources measurement focus and the modified accrual basis of accounting. Revenue is recognized as soon as it is both measurable and available. Revenue is considered to be available if it is collected within the current period or soon enough thereafter to pay liabilities of the current period. For this purpose, the government considers revenues to be available if they are collected within 60 days of the end of the current fiscal period. Expenditures generally are recorded when a liability is incurred, as under accrual accounting. However, expenditures relating to compensated absences, and claims and judgments are recorded only when payment is due.

TOWNSHIP OF BRANCH
Mason County, Michigan

NOTES TO FINANCIAL STATEMENTS

March 31, 2008

Note 1 – Summary of Significant Accounting Policies (continued)

Governmental Funds

General Fund

This fund is used to account for all financial transactions except those required to be accounted for in another fund. The fund includes the general operating expenditures of the local unit. Revenues are derived primarily from property taxes, state and federal distributions, grants, and other intergovernmental revenues.

Permanent Fund

The Cemetery Perpetual Care Fund is used to account for assets that are legally restricted.

Fiduciary Fund

The Current Tax Collection Fund is used to account for assets held as an agent for others.

Assets, Liabilities and Net Assets or Equity

Bank deposits and investments – Cash and cash equivalent investments include cash on hand, demand deposits, certificates of deposit and short-term investments with a maturity of three months or less when acquired. Investments are stated at fair value.

Receivables

Receivables have been recognized for all significant amounts due to the Township. Allowances for uncollectible accounts have not been provided for in that collection is not considered doubtful and any uncollected amount would be immaterial.

Inventories

Inventories of supplies are considered to be immaterial and are not recorded.

Property Taxes

Property taxes and other revenue that are both measurable and available for use to finance operations are recorded as revenue when earned.

Properties are assessed as of December 31 and the related property taxes become a lien on December 1 of the following year. These taxes are due on February 14 with the final collection date of February 28 before they are added to the county tax rolls. The 2007 tax roll millage rate was .7773 mills, and the taxable value was \$47,386,489.00.

Encumbrances

Encumbrances involving the current recognition of purchase orders, contracts and other commitments for future expenditures are not recorded.

TOWNSHIP OF BRANCH
Mason County, Michigan

NOTES TO FINANCIAL STATEMENTS
March 31, 2008

Note 1 – Summary of Significant Accounting Policies (continued)

Capital Assets

Capital assets are defined by the Township as assets with an initial cost of more than \$500.00 and an estimated useful life in excess of one year. Such assets are recorded at historical cost or estimated historical cost. Donated assets are reported at estimated fair market value at the date of donation. Additions, improvements and other capital outlays that significantly extend the useful life of an asset are capitalized. Other costs incurred for repairs and maintenance are expensed as incurred. Depreciation on all assets is provided on the straight-line basis over the following estimated useful lives:

Buildings	25-120 years
Equipment	5-10 years

Compensated Absences (Vacation and Sick Leave)

Employees are not allowed to accumulate vacation and sick pay.

Post-employment Benefits

The Township provides no post-employment benefits to past employees.

Fund Equity

In the fund financial statements, governmental funds report reservations of fund balance for amounts that are not available for appropriation or are legally restricted by outside parties for use for a specific purpose. Designations of fund balance represent tentative management plans that are subject to change.

Note 2 – Budgets and Budgetary Accounting

The following procedures are followed in establishing the budgetary data reflected in these financial statements:

1. Prior to the beginning of the fiscal year, the proposed budget for each budgetary fund is submitted to the Township Board for consideration.
2. The proposed budgets include expenditures as well as the methods of financing them.
3. Public hearings are held to obtain taxpayer comments.
4. The budgets are adopted at the activity level by a majority vote of the Township Board.
5. The budgets are adopted on the modified accrual basis of accounting.
6. The originally adopted budgets can be amended during the year only by a majority vote of the Township Board.
7. The adopted budgets are used as a management control device during the year for all budgetary funds.
8. Budget appropriations lapse at the end of each fiscal year.
9. The budgeted amounts shown in these financial statements are the originally adopted budgets with all amendments that were approved by the Township Board during the fiscal year.

TOWNSHIP OF BRANCH
Mason County, Michigan

NOTES TO FINANCIAL STATEMENTS
March 31, 2008

Note 3 – Deposits and Investments

Michigan Compiled Laws, Section 129.91, authorizes the Township to deposit and invest in the accounts of federally insured banks, credit unions, and savings and loan associations; bonds, securities and other direct obligations of the United States, or any agency or instrumentality of the United States; United States government or federal agency obligation repurchase agreements; banker's acceptance of United States banks; commercial paper rated within the two highest classifications, which mature not more than 270 days after the date purchase; obligations of the State of Michigan or its political subdivisions which are rated as investment grade; and mutual funds composed of investment vehicles which are legal for direct investment by local units of government in Michigan. Financial institutions eligible for deposit of public funds must maintain an office in Michigan.

The Township Board has designated one bank for the deposit of Township funds. The investment policy adopted by the board in accordance with Public Act 196 of 1997 has authorized investment in all investments authorized by state law as listed above.

The Township's deposits and investments are in accordance with statutory authority.

The Governmental Accounting Standards Board Statement No. 3, risk disclosures for the cash deposits are as follows:

	<u>Carrying Amounts</u>
Total Deposits	<u>95 339 54</u>

Amounts in the bank balances are without considering deposits in transit or uncleared checks.

	<u>Bank Balances</u>
Insured (FDIC)	185 027 24
Uninsured and Uncollateralized	<u>144 973 09</u>
Total Deposits	<u>330 000 33</u>

The Township of Branch did not have any investments as of March 31, 2008.

Disclosures Relating to Interest Rate Risk

Interest rate risk is the risk that changes in market interest rates will adversely affect the fair value of an investment. Generally, the longer the maturity of an investment, the greater the sensitivity of its fair value to changes in market interest rates. One of the ways that the Township manages its exposure to interest rate risk is by participating in financial institution pooled funds and in mutual funds which hold diverse investments that are authorized by law for direct investments.

Concentration of Credit Risk

Generally, credit risk the risk that an issuer of an investment will not fulfill its obligation to the holder of the investment. This is measured by the assignment of a rating by a nationally recognized statistical rating organization.

The investment policy of the Township contains no limitations on the amount that can be invested in any one issuer beyond that stipulated by Michigan law.

Custodial Credit Risk

Custodial credit risk for deposits is the risk that, in the event of the failure of a depository financial institution, a government will not be able to recover its deposits or will not be able to recover collateral securities that are in the possession of an outside party. Michigan law and the Township's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for deposits.

TOWNSHIP OF BRANCH
Mason County, Michigan

NOTES TO FINANCIAL STATEMENTS

March 31, 2008

Note 3 – Deposits and Investments (continued)

The custodial credit risk for investments is the risk that, in the event of the failure of the counterparty (e.g., broker-dealer) to a transaction, a government will not be able to recover the value of its investment or collateral securities that are in the possession of another party. Michigan law and the Township's investment policy do not contain legal or policy requirements that would limit the exposure to custodial credit risk for investments. With respect to investment, custodial credit risk generally applies only to direct investments in marketable securities. Custodial credit risk does not apply to a local government's indirect investment in securities through the use of mutual funds or government investment pools.

Note 4 – Capital Assets

Capital asset activity of the Township's Governmental activities for the current year was as follows:

	Balance 4/1/07	Additions	Deletions	Balance 3/31/08
<u>Governmental Activities:</u>				
Building and improvements	45 000 00	-	-	45 000 00
Building	67 000 00	-	-	67 000 00
Equipment	3 000 00	-	-	3 000 00
Total	115 000 00	-	-	115 000 00
Accumulated Depreciation	(62 649 51)	(850 23)	-	(63 499 74)
Net Capital Assets	<u>52 350 49</u>	<u>(850 23)</u>	<u>-</u>	<u>51 500 26</u>

Note 5 – Pension Plan

The Township has defined contribution pension plan covering all full-time employees. The Township contributes an amount of each employee's annual salary to the plan. Pension expense for the fiscal year ended March 31, 2008, was \$4,159.09.

Note 6 – Deferred Compensation Plan

The Township does not have a deferred compensation plan.

Note 7 – Risk Management

The Township is exposed to various risks of loss related to property loss, torts, errors, omissions, and employee injuries (workers' compensation). The Township has purchased commercial insurance for property loss, torts and workers' compensation claims. Settled claims relating to the commercial insurance have not exceeded the amount of insurance coverage in any of the past three fiscal years.

Note 8 – Building Permits

The Township of Branch does not issue building permits. Building permits are issued by the County of Mason.

Note 9 – Interfund Receivables and Payables

The amounts of interfund receivables and payables are as follows:

<u>Fund</u>	<u>Interfund Receivable</u>	<u>Fund</u>	<u>Interfund Payable</u>
General	948 19	Current Tax Collection	948 19
Total	<u>948 19</u>	Total	<u>948 19</u>

TOWNSHIP OF BRANCH
Mason County, Michigan

BUDGETARY COMPARISON SCHEDULE – GENERAL FUND

Year ended March 31, 2008

	Original Budget	Final Budget	Actual	Variance with Final Budget Over (Under)
Revenues:				
Property taxes	47 386 00	47 386 00	39 160 36	(8 225 64)
Licenses and permits	-	-	3 980 87	3 980 87
State revenue sharing	70 000 00	70 000 00	83 868 65	13 868 65
Charges for services:				
Property tax administration	10 000 00	10 000 00	16 994 99	6 994 99
Interest	500 00	500 00	1 555 03	1 055 03
Rent	500 00	500 00	1 250 00	750 00
Miscellaneous	11 464 00	11 464 00	5 921 74	(5 542 26)
Total revenues	139 850 00	139 850 00	152 731 64	12 881 64
Expenditures:				
Legislative:				
Township Board	10 500 00	16 050 00	15 991 45	(58 55)
General government:				
Supervisor	7 000 00	7 000 00	6 711 60	(288 40)
Elections	2 500 00	2 500 00	1 303 50	(1 196 50)
Assessor	20 000 00	20 000 00	16 940 00	(3 060 00)
Clerk	8 500 00	8 500 00	7 016 23	(1 483 77)
Board of Review	1 000 00	1 500 00	1 495 80	(4 20)
Treasurer	17 500 00	17 500 00	15 621 55	(1 878 45)
Building and grounds	5 000 00	4 900 00	3 566 16	(1 333 84)
Cemetery	5 000 00	5 000 00	4 608 09	(391 91)
Public safety:				
Fire protection	15 000 00	15 000 00	10 327 99	(4 672 01)
Public works:				
Highways and streets	105 000 00	98 950 00	43 878 67	(55 071 33)
Street lighting	2 000 00	2 000 00	1 940 77	(59 23)
Culture and recreation:				
Recreation	500 00	600 00	541 69	(58 31)
Total expenditures	199 500 00	199 500 00	129 943 50	(69 556 50)
Excess (deficiency) of revenues over expenditures	(59 650 00)	(59 650 00)	22 788 14	82 438 14
Fund balance, April 1	59 650 00	59 650 00	70 240 58	10 590 58
Fund Balance, March 31	-	-	93 028 72	93 028 72

TOWNSHIP OF BRANCH
Mason County, Michigan

GENERAL FUND EXPENDITURES BY DETAILED ACCOUNT
Year Ended March 31, 2008

Township Board:	
Salaries and wages	1 300 00
Printing and publishing	170 30
Insurance	3 043 00
Memberships and dues	875 77
Pension	4 159 09
Supplies	394 88
Miscellaneous	<u>6 048 41</u>
	15 991 45
Supervisor:	
Salaries and wages	6 600 00
Miscellaneous	<u>111 60</u>
	6 711 60
Elections:	
Wages	1 215 50
Miscellaneous	<u>88 00</u>
	1 303 50
Assessor:	
Contracted services	16 500 00
Office supplies	<u>440 00</u>
	16 940 00
Clerk:	
Salaries and wages	6 600 00
Office supplies	188 23
Transportation	<u>228 00</u>
	7 016 23
Board of Review:	
Salaries and wages	1 140 00
Education	280 00
Miscellaneous	<u>75 80</u>
	1 495 80
Treasurer:	
Salaries and wages	9 452 00
Office supplies	5 227 18
Miscellaneous	<u>942 37</u>
	15 621 55
Building and grounds:	
Salaries and wages	360 00
Supplies	186 79
Utilities	1 668 37
Miscellaneous	<u>1 351 00</u>
	3 566 16
Cemetery:	
Salaries and wages	3 000 00
Contracted services	1 324 00
Supplies	69 60
Utilities	<u>214 49</u>
	4 608 09
Fire protection:	
Contracted services	8 450 55
Utilities	1 475 76
Telephone	<u>401 68</u>
	10 327 99

TOWNSHIP OF BRANCH
Mason County, Michigan

GENERAL FUND EXPENDITURES BY DETAILED ACCOUNT
Year Ended March 31, 2008

Highways and streets:	
Contracted services	<u>43 878 67</u>
Street lighting:	
Utilities	<u>1 940 77</u>
Recreation:	
Wages	511 70
Supplies	<u>29 99</u>
	<u>541 69</u>
Total Expenditures	<u>129 943 50</u>

TOWNSHIP OF BRANCH
Mason County, Michigan

CURRENT TAX COLLECTION FUND
STATEMENT OF CHANGES IN ASSETS AND LIABILITIES
March 31, 2008

	<u>Balance 4/1/07</u>	<u>Additions</u>	<u>Deductions</u>	<u>Balance 3/31/08</u>
<u>Assets</u>				
Cash in Bank	<u>25 137 92</u>	<u>1 570 394 42</u>	<u>1 594 584 15</u>	<u>948 19</u>
<u>Liabilities</u>				
Due to other funds	6 871 13	53 568 11	59 491 05	948 19
Due to other taxing units	<u>18 266 79</u>	<u>1 516 826 31</u>	<u>1 535 093 10</u>	<u>-</u>
Total Liabilities	<u>25 137 92</u>	<u>1 570 394 42</u>	<u>1 594 584 15</u>	<u>948 19</u>

CAMPBELL, KUSTERER & CO., P.C.

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AUDIT COMMUNICATION AND REPORT OF COMMENTS AND RECOMMENDATIONS

July 30, 2008

To the Township Board
Township of Branch
Mason County, Michigan

We have audited the financial statements of the Township of Branch for the year ended March 31, 2008. As required by auditing standards generally accepted in the United States, the independent auditor is required to make several communications to the governing body having oversight responsibility for the audit. The purpose of this communication is to provide you with additional information regarding the scope and results of our audit that may assist you with your oversight responsibilities of the financial reporting process for which management is responsible.

AUDITOR'S RESPONSIBILITY UNDER AUDITING STANDARDS GENERALLY ACCEPTED IN THE UNITED STATES

We conducted our audit of the financial statements of the Township of Branch in accordance with auditing standards generally accepted in the United States. The following paragraph explains our responsibilities under those standards.

Management has the responsibility for adopting sound accounting policies, for maintaining an adequate and effective system of accounts, for the safeguarding of assets, and for devising an internal control structure that will, among other things, help assure the proper recording of transactions. The transactions that should be reflected in the accounts and in the financial statements are matters within the direct knowledge and control of management. Our knowledge of such transactions is limited to that acquired through our audit. Accordingly, the fairness of representations made through the financial statements is an implicit and integral part of management's accounts and records. However, our responsibility for the financial statements is confined to the expression of an opinion on them. The financial statements remain the responsibility of management.

The concept of materiality is inherent in the work of an independent auditor. An auditor places greater emphasis on those items that have, on a relative basis, more importance to the financial statements and greater possibilities of material error than those items of lesser importance or those in which the possibility of material error is remote.

For this purpose, materiality has been defined as "the magnitude of an omission or misstatement of accounting information that, in light of surrounding circumstances, makes it probable that the judgment of a reasonable person relying on the information would have been changed or influenced by the omission or misstatement."

An independent auditor's objective in an audit is to obtain sufficient competent evidential matter to provide a reasonable basis for forming an opinion on the financial statements. In doing so, the auditor must work within economic limits; the opinion, to be economically useful, must be formed within a reasonable length of time and at reasonable cost. That is why an auditor's work is based on selected tests rather than an attempt to verify all transactions. Since evidence is examined on a test basis only, an audit provides only reasonable assurance, rather than absolute assurance, that financial statements are free of material misstatement. Thus, there is a risk that audited financial statements may contain undiscovered material errors or fraud. The existence of that risk is implicit in the phrase in the audit report, "in our opinion."

To the Township Board
Township of Branch
Mason County, Michigan

In the audit process, we gain an understanding of the internal control structure of an entity for the purpose of assisting in determining the nature, timing, and extent of audit testing. Our understanding is obtained by inquiry of management, testing transactions, and observation and review of documents and records. The amount of work done is not sufficient to provide a basis for an opinion on the adequacy of the internal control structure.

SIGNIFICANT ACCOUNTING POLICIES

The significant accounting policies are described in Note 1 to the financial statements.

OTHER COMMUNICATIONS

Auditing standards call for us to inform you of other significant issues such as, but not limited to, 1) Accounting estimates that are particularly sensitive because of their significance to the financial statements or because of the possibility that future events affecting them may differ markedly from management's current judgments; 2) Significant audit adjustments that may not have been detected except through the auditing procedures we performed; 3) Disagreements with management regarding the scope of the audit or application of accounting principles; 4) Consultation with other accountants; 5) Major issues discussed with management prior to retention; and 6) Difficulties encountered in performing the audit.

We have no significant issues, regarding these matters, to report to you at this time. Audit adjustments were minimal, and are available to review.

COMMENTS AND RECOMMENDATION REGARDING INTERNAL CONTROLS/ COMPLIANCE/ EFFICIENCY

Our procedures disclosed the following conditions that we would like to bring to your attention:

SEGREGATION OF DUTIES

The Township's system of internal control is affected by the size of the staff that it can employ.

The ultimate accounting system would include enough employees to completely segregate all aspects of each transaction. Different departments or individuals would handle: transaction authorization, transaction execution, asset handling, recording of transactions, review of transactions and subsequent control of assets.

The Township cannot enact a complete segregation of all aspects of each transaction due to the nature of local units of government. The "cost to benefit" relationship also would not justify a complete segregation of all duties.

We recommend that the Township Board Members understand these circumstances when performing their oversight responsibilities.

These conditions were considered in determining the nature, timing and extent of the audit tests to be applied in our audit of the Township's financial statements and this communication of these matters does not affect our report on the Township's financial statements, dated March 31, 2008.

SUMMARY

We welcome any questions you may have regarding the foregoing comments and we would be happy to discuss any of these or other questions that you might have at your convenience.

Sincerely,

Campbell, Kusterer & Co., P.C.
CAMPBELL, KUSTERER & CO., P.C.
Certified Public Accountants